## **Checklist for tire dealer permit**

Date of inte	erview Investigator
DBA name	and address
The followin	ng requirements will be completed by the investigator working on your case
contai	<b>igator requirement</b> – Verification that the tire dealer has prominently posted a written notice for customers that ns information about section 62-185, prohibited activities, and includes the requirements that sellers must accept tires for disposal and recycling. The written notice must be in 24-point, bold type*. Sec. 62-191(b)
	*This is 24-point, bold type print
chippe exceed	<b>digator requirement</b> – Verification that the tire dealer has stored no more than 500 waste tires that have been ed, cut or shredded on the property. Any tire dealer may hold more than 500 waste tires for a period not to d 30 days without being permitted as a waste tire site if such tires are stored in a manner which protects human and the environment pursuant to regulations adopted by the department. <b>Sec. 62-196(a)</b>
All of the fol	llowing information listed below must be submitted by the applicant
if zon	submitting an application, contact the City Planning and Development Department so that they may determine ing will allow your proposed business to operate at your proposed location – <b>City Planning and Development rtment</b> in City Hall, 414 E. 12 <sup>th</sup> St., (816) 513-1500
	ration (must be signed and notarized). Form provided by the Regulated Industries Division //www.kcmo.org/CKCMO/Depts/NeighborhoodAndCommunityServices/Regulated
\$250 ti	ire dealer permit fee
<u>Have</u> <u>Need</u>	
	Consultant consent form signed by the applicant (only applicable if a consultant is used). Form provided by the Regulated Industries Division ( <a href="http://www.kcmo.org/CKCMO/Depts/NeighborhoodAndCommunityServices/Regulated/">http://www.kcmo.org/CKCMO/Depts/NeighborhoodAndCommunityServices/Regulated/</a> )
	Two recent photographs of the front of the premises to be licensed
	LLC only – A copy of the operating agreement listing the members and managers of the LLC Corporation only – A copy of the bylaws and all amendments and organizational minutes, verifying all corporate officers, shareholders and number of shares held Partnership only – A copy of the partnership agreement (limited partnership requires partnership application and appointment of the managing partner) – The managing partner must be noted on the application – NA for sole proprietor
	Certificate of good standing <b>from the State of Missouri</b> . If the business is less than one year old or a certificate of good standing cannot be retrieved, submit a certificate of organization (LLC or limited partnership – not general partnership), <u>or</u> certificate of incorporation (corporation) <b>from the State of Missouri</b> – State Office Building in KCMO, 615 E. 13 <sup>th</sup> St., (816) 889-2925 – <b>NA for sole proprietor</b>
	Fictitious name registration ( <b>If DBA is different than the corporate name</b> ) from State Office Building, 615 E. 13 <sup>th</sup> St., (816) 889-2925
	A copy of the lease <u>or</u> a certified copy of the warranty deed of the property to be licensed
	A statement of tax clearance dated within the preceding 90 days from the date of application – from the Business License unit of the Finance Department at 1118 Oak Street, KCMO (816) 513-1135.
	A copy of the zoning clearance <u>stating</u> the use of the premises is permitted for the business from the City Planning and Development Department in City Hall, 414 E. 12 <sup>th</sup> St., (816) 513-1500, Option 3

<u>Have</u>	<u>Need</u>	
		A copy of the fire permit (must be from the DBA applying) – from the Fire Marshal's Office, 635 Woodland Ave., (816) 784-9100
		Obtain and maintain a valid permit from the state to operate as a waste tire hauler pursuant to RSMo 260.270. A copy of such permit shall be provided to the department at the time of registration with the department – Only required if you will be operating as a waste tire hauler. Sec. 62-193(a)(2)
		11-1-2011